

**Submitted:** 9/10/2012  
**Jurisdiction:** Maryland  
**Agency:** State Police  
**Division/Unit:** Special Operations Division

**Maryland State Archives**  
Edward C Papenfuse State Archives Building  
350 Rowe Boulevard  
Annapolis, MD 21401

**Certificate ID:** 412  
**MSA ID:** SE55-2545  
**Page:** 1 of 1

## Proposal and Certificate of Records Disposition

Item No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume	Date of Disposal	Method Of Disposal
		Retention Schedule No.	Section and/or Item No.				
1	164: Job Observation Record, 164A: Job Observation Report and supporting documentation - past retention dates.	1209-A-17	PER 5-51	2004 through 2008	0.2 cu ft.	09/10/2012	Shredding
2	MSP Court Notification Summons past retention dates.	1209-A-38	OPS 15-3	January 2008 through February 2012	0.02 cu ft.	09/10/2012	Shredding
3	DR49 Citation (Division copies) past retention dates	1209-A-38	OPS 36-1	March 2006 through Feb. 2011	0.05 cu ft.	09/10/2012	Shredding
4	MSP25 Warning Notice division copies past retention dates.	1209	OPS 37	May 2009 through Feb. 2011	0.001 cu ft.	09/10/2012	Shredding

### Destruction Certification

Leesa Radja

**Signature**

Administrative Aide

**Title**

9/10/2012

**Date**